



**Town of Arlington, Massachusetts**  
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## Minutes 11/3/2011

Capital Planning Committee  
Meeting Minutes  
November 3, 2011

In attendance were:

Steve Andrew  
Adam Chapdelaine  
Charles Foskett  
Steve Gilligan (Paul Olsen)  
Brian Rehrig  
Diane Johnson  
Ruth Lewis\*  
Anthony Lionetta  
Barbara Thornton\*

\* Denotes those not in attendance

- Meeting Opened: Charlie Foskett and Steve Andrew attended the meeting by conference call. Adam Chapdelaine served as chair of the meeting. Paul Olsen was in attendance for Steve Gilligan and will be Steve's designee to the CPC going forward. Minutes of the CPC's October 6 Meeting were reviewed and approved. Recently received capital requests submitted by Fire and the Selectmen were distributed to CPC members.
- Maintenance Plan: Barbara Thornton provided to the CPC, thru Adam Chapdelaine, progress information on the proposed establishment of a Maintenance Plan. Discussion on this was deferred to the next meeting.
- Park Requests: Tony Lionetta presented a summary of the subcommittee's meeting with Joe Connelly on October 20th. A written memorandum was provided. A key point is that there should be consideration given to Parks having some level of dedicated budget to take care of repairs, miscellaneous equipment replacement and other such needs that arise over the course of the year. This seems to be an Operating budget matter and the recommendation is for the Town Manager's office to look into this during the current budgeting cycle.

Brian Rehrig raised a question on the Town seeking outside / state funding for Parks under the formerly named Urban Self Help Program. Grants up to \$500k may be available subject to a participation percentage. (Arlington may be in the 50% range) Brian will forward information to Adam and Adam will carry the message to Joe Connelly. Brian offered his assistance.

- ITAC: The Subcommittee reported on its meeting with David Good, head of IT. The Subcommittee requested that ITAC provide a report to the CPC on its expenditures. This would be helpful in understanding the breath of technologies that are being applied and why the budget is not going down even though IT market costs are declining. Systematically, the CPC fully supports the practice of town departments submitting their IT needs and request to ITAC and not making independent decisions or purchases outside of this process. There was also discussion about ITAC's role in spearheading Town's efforts on the future technologies.
- Recreation Requests: Adam Chapdelaine reported on the Subcommittee's meeting with Joe Connelly on

Recreation Requests. Requests are related to the rink and the enterprise fund. As background, it was noted that the \$1.2 million project to update the rink has been completed. Next phases of the master plan have items, which collectively exceed the available capacity of its 5 year plan, in that in part this fund is paying off 50% of the debt service on the \$1.2 million bond (Town paying the other half).

In general, the subcommittee feels that the facility is being well managed and that rates charged are at market levels. While some of these requested items can be covered by the enterprise fund (estimate about \$30k available per year), it appears that the Town may have to take on the debt for some. The merits of this will be discussed at a future CPC meeting.

- Thompson School: Tony Lionetta report on the progress of the Thompson School project. The Demo contract has been bid and executed and work is underway. Decommissioning will be going on for about 6 weeks with the actual building demo taking place in January. The TSBC has spent the last two meetings doing value management in attempts to reduce projected costs and keep the project within the \$20.7 million budget approved by Town Meeting. After reducing costs by about \$1.4 million, the TSBC has directed the design team to proceed.

The Town will be revisiting the financing plan for the school as part of the ongoing budgeting process with the goal of having the plan ready for spring Town meeting. At this time, there is an indication that the Crosby School may yield more than the initially planned \$1,500,000. It was also noted the rental amounts for Crosby and the Parmenter will no longer be going into the general fund and thus will have an impact on the Operating budget.

- Next Meeting: November 17, 2011.
- Adjournment